

## Chapter 14 SIGNS

### 11-14-100: PURPOSE:

The purpose of this chapter is to promote and protect the public health, welfare and safety by regulating existing and proposed outdoor advertising, outdoor advertising signs and outdoor signs of all types.

- A. It is intended to protect property values
- B. Create a more attractive economic and business climate
- C. Enhance and protect the physical appearance of the community
- D. Preserve the scenic and natural beauty of designated areas
- E. To reduce sign or advertising distraction and obstructions that may contribute to traffic accidents, reduce hazards that may be caused by signs overhanging or projecting over public rights of way
- F. Provide more open space, curb the deterioration of the natural environment and enhance community development.

*(Modified form: City of Bonners Ferry §11-14-1)*

### 11-14-101: RESTRICTIONS:

- A. No sign shall be constructed, installed, structurally altered, enlarged, or relocated except in conformity with the provisions contained herein, and only after a sign permit issued by the City has been secured, if so required. The changing or maintenance of movable parts or components of an approved sign, or ~~permitted nonconforming~~ authorized sign, designed for such changes, or the changing of sign copy, business name, lettering, sign faces, colors, display, graphic matter, and/or the content of any sign copy shall not be deemed a structural alteration. *(City of Kootenai Ord. 201, 20-2)*
- B. For the purpose of this chapter, the word "sign" does not include the flag or emblem of any nation, organization of nations, state, city, religious, fraternal, or civic organization; also, merchandise and pictures or models of products or services incorporated in a window display, works of art which in no way identify a product, or scoreboards located on athletic fields. *(Mountain Home §9-11-2)*

**Commented [I1]:** Get clarification from civil counsel – does this meet the requirements of being content-neutral?

### 11-14-102: DEFINITIONS:

**AWNING:** A shelter extending from the exterior wall of a building and composed of nonrigid materials except for the supporting framework.

**AWNING SIGN:** Any sign painted on or attached to or supported by an awning.

**BILLBOARD:** An off-premises sign.

**CANOPY:** A freestanding permanent roof-like shelter not attached to or requiring support from an adjacent structure.

**CANOPY SIGN:** Any permanent sign attached to or constructed underneath a canopy. These signs are below a projecting structure which extends over the pedestrian walkway which effectively prevents the wall signs from being visible to the pedestrian walking under the canopy.

**CHANGEABLE COPY SIGN:** A sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means (for example, time and temperature units) or manually through placement of letters or symbols on a panel mounted in or on a track system. Also to include electronic message boards.

**CONSTRUCTION SIGN:** A nonpermanent sign identifying the persons, firms or business directly connected with a construction project.

**DIRECTIONAL/INSTITUTIONAL SIGN:** A permanent instructional sign located on private property at or near the public right-of-way, directing or guiding vehicular traffic onto the property and/or toward parking or other identified locations on the property.

**FACADE:** *As defined in §11-1-3.*

**FLAG:** A piece of cloth or fabric, varying in size, shape, color, or design used as a symbol, standard, signal, emblem, or insignia.

**FREESTANDING SIGN:** Any sign which is permanently affixed in or upon the ground, supported by one or more structural members, with air space between the ground and the sign face.

**GOVERNMENT SIGNS:** A sign erected and maintained pursuant to and in discharge of any governmental functions, or required by law, ordinance or other governmental regulation.

**ILLEGAL SIGNS:** Any existing sign that does not have a permit issued by the City of Bonners Ferry or other local government is hereby deemed to be an illegal sign and such sign and the person or persons responsible for such sign shall be subject to the terms of Article TBA. (A.C. Ord. August 13 ver. §11-14.2)

**Commented [I2]:** Is this necessary? May need to relook at language.

**ILLUMINATED SIGN:** Any sign for which an artificial source of light is used in order to make readable the sign's message, including internally and externally lighted signs and reflectorized, glowing or radiating signs.

**Commented [I3]:** Should internally illuminated signs be separate from externally illuminated signs? Fair question to ask the group.

**MARQUEE:** A permanent roof like shelter extending from part or all of a building face and constructed of some durable material which may or may not project over a public right-of-way.

**MARQUEE SIGN:** Any sign painted on or attached to or supported by a marquee.

**NONCONFORMING SIGN:** A sign which was validly installed under laws or ordinances in effect at the time of its installation, but which is in conflict with the current provisions of this Code.

**OFF-PREMISES SIGN:** *As defined in §11-1-3.*

**ON-PREMISES SIGN:** *As defined in §11-1-3.*

~~POLITICAL SIGNS: Any sign designed for the purpose of supporting or opposing a candidate, proposition or other measure at an election or for any other noncommercial expression not related to the advertisement of any product or service or the identification of any business.~~

PROJECTING SIGN: A sign which projects from and is supported by a wall or parapet of a building with the display surface of the sign in a plane perpendicular to or approximately perpendicular to the wall. Including but not limited to: blade signs, canopy signs, marquee signs, or any other sign that projects away from the building but is not freestanding

~~REAL ESTATE SIGN: Any nonpermanent sign pertaining to the sale, exchange, lease, rental, or availability of land, buildings, condominium and similar units, or apartments. Such signs may include building name and address, price and amenities, identity of seller or broker, and similar information.~~

RESIDENTIAL NEIGHBORHOOD IDENTIFICATION SIGN: A sign at the entrance of a residential neighborhood, subdivision, or multi-family residential complex identifying the neighborhood.

ROOF SIGN: Any sign erected upon a roof, parapet, or roof mounted equipment structure and extending above a roof, parapet, or roof-mounted equipment structure of a building or structure.

SIGN: As defined in §11-1-3.

SMALL SIGN: A freestanding sign not exceeding six (6) square feet in gross sign area and five feet (5') in height, which is not illuminated.

VEHICLE SIGN: Any sign permanently or temporarily attached to or placed on a vehicle or trailer.

WALL SIGN: Any sign attached to or painted on the wall of a building or structure in a plane parallel or approximately parallel to the plane of said wall.

WAYFINDING SIGN: Advertises publicly accessible facilities remote from the sign location and provides general descriptions of facilities or commercial areas, but shall not advertise specific business names. These signs may be located on public or private property.

WINDOW SIGN: Any sign viewable through and/or affixed in any manner to a window or exterior glass door such that it is intended to be viewable from the exterior (beyond the sidewalk immediately adjacent to the window), including signs located inside a building but visible primarily from the outside of the building.

#### **11-14-200: SIGNS AUTHORIZED WITHOUT A PERMIT**

1. Directional/Institutional Sign: Directional or institutional signs which do not in any way advertise a business. Signage includes but is not limited to: signs identifying publically accessible facilities; signs providing direction, such as parking lot entrance and exit signs; and those of similar nature. (*Modified form: Mountain Home §9-11-2*)
2. Governmental Sign: Governmental signs for the control of traffic or other regulatory purposes, or signs of public service companies indicating danger, which are erected by

or on the order of a public officer in the performance of public duty. (*Mountain Home §9-11-2*)

3. Addressing numbers/mailboxes
4. ~~Flagpole~~ that do not exceed a height of 35-feet.
5. Plaques/~~Name Plates~~ Personal Nameplates
6. Small signs:
  - a. ~~No~~ small sign may be located on or within any public right-of-way, unless it meets the definition of a "government sign" as defined within this chapter.
  - b. Small signs shall not include any sign that is over 6 square feet in area or 5-feet in height at any point along the existing grade.
  - c. Small signs shall not be illuminated or contain reader boards.
7. Wayfinding signs
8. Wall or Window signs

Advertising onsite commercial activities only?

**Commented [I4]:** What is reasonable to require a structural permit for a pole?

**Commented [I5]:** Relook at this to make sure that we aren't prohibiting blade signs here.

## 11-14-201: GENERAL STANDARDS APPLICABLE TO ALL ZONES AND SIGNS

Conformance to Ordinances: Any sign hereafter erected shall conform to provisions of this ordinance, and all other applicable provisions of other City ordinances. (*City of Kootenai Ord. 201 §20-6*)

1. Construction standards
  - a. All applicable signs shall comply with the applicable provisions of the National Electrical Code and applicable building codes as adopted by the City of Bonners Ferry. (D.S. Ord. August 13, 2015 Ver. 1 §11-14-4.A.2)
  - b. ~~Whenever a sign becomes structurally unsafe or endangers the safety of the public or a building, the City Administrator shall order that such sign be made safe or be removed. Following receipt of said order, the person, firm, or corporation owning or leasing the sign shall be allowed a period of thirty (30) days to comply. (A.C. Ord. August 13 ver. §11-14-4.4)~~
  - c. Signs shall be constructed of permanent materials and permanently affixed to the ground or building except for the following signs:
    - i. Signs advertising premises for sale, lease, or rent
    - ii. Signs providing information on construction taking place on the premises
    - iii. Yard sale signs, political, and election signs.  
(*Modified form A.C. Ord. August 13 ver. §11-14-4.1*)
  - d. Signs and sign support structures, together with their supports, braces, guys and anchors, shall be kept in repair and in proper state of preservation. The display surfaces of signs shall be kept neatly painted or posted at all times. (*A.C. Ord. August 13 ver. §11-14-4.4*)
  - e. Sandwich board signs (A-frame signs).  
Any premises or principal building may place sandwich board signs on the city sidewalk subject to the following restrictions:
    - i. Any premises, including those containing multiple businesses, shall be permitted to locate only one (1) sandwich board sign per street frontage.
    - ii. Any sandwich board sign shall not exceed eight (8) square feet per side in area. In addition, the width of the sign may not exceed two (2) linear feet, with a maximum height of four (4) feet. Within these

**Commented [I6]:** National vs. State?

**Commented [I7]:** Moved to Admin section of ordinance

**Commented [I8]:** Check with civil counsel – is this content-neutral?

**Commented [I9]:** Would this fit better as 11-14-201.6?

- specified maximum dimensions, creative shapes that reflect the type of these of the business being advertised are encouraged.
- iii. Sandwich board signs shall not be lighted and are for displaying during daylight hours only. These signs must be removed each evening at dusk.
  - iv. Sandwich board signs may be placed on the sidewalk directly in front of the associated use. The sign must be placed on the four (4) feet of the sidewalk nearest the curb with allowance for clearance of car doors. The location should be at least twenty (20) feet from any intersection and at least five (5) feet from any crosswalk or fire hydrant. No sandwich board sign may be placed where the unobstructed space for the passageway of pedestrians is reduced to less than four (4) feet. Trees, poles, signs, hydrants, trash receptacles, tree grates, etc. are considered obstructions.
  - v. The sign must be constructed of materials that present a finished appearance. Rough-cut plywood is not acceptable. The sign lettering should be professionally painted or applied; a "yard sale" or "graffiti" look with hand painted or paint stenciled letters is not acceptable, however, chalkboard signs shall be permitted. The written message of the sign should be kept to the minimum necessary to communicate the name of the business or a special message of the business.
  - vi. Any person erecting a sandwich board sign shall indemnify and hold harmless the city and its officers, agents and employees from any claim arising out of the presence of the sign on city property or rights-of-way. The person erecting a sandwich board sign shall sign an indemnification agreement, approved by the city attorney, prior to the issuance of a sign permit. The indemnification agreement shall be accompanied by evidence of insurance covering the liability assumed in this subsection and the agreement.
  - vii. Determination by zoning enforcement officer. Questions as to placement of sandwich boards shall be determined by the zoning enforcement officer and may be appealed.
  - f. ~~Freestanding principal use and outdoor advertising signs shall be designed to withstand wind pressures as specified in the Idaho State Building Code. (A.C. Ord. August 13 ver. §11-14-4.5)~~
2. **Lighting**
- a. Signs may be illuminated from within or from an external source, but such illumination shall be in a manner that avoids glare or reflection that in any way interferes with traffic safety.
  - b. Signs within two hundred (200) feet of a residential zoning district may be illuminated from within or from an external source, but such illumination shall be in a manner that avoids glare or reflection into a residentially zoned property. (A.C. Ord. August 13 ver. §11-14-5.2)
  - c. Signs in residential districts shall not be illuminated, unless otherwise permitted. (A.C. Ord. August 13 ver. §11-14-5.3)
3. **Changeable Copy of Signs and Electronic Message Boards** Changeable copy is allowed on signs in nonresidential districts, for nonresidential uses in Planned Developments and for places of worship and institutional uses in any district subject to the following:
- a. No more than one (1) sign with maximum of two (2) sides per street front of any premises shall contain changeable copy.

**Commented [I10]:** Covered in 11-14-201.1.a

**Commented [I11]:** Could include standards for dimming, prohibit exterior lighting, etc.)

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**Commented [I13]:** Do we really want to regulate changeable copy signs?

- b. Electronic message boards/digital marquee signs shall be subject to the following requirements:
- i. Electronic message boards/digital marquee signs may display text with either occulting lights or fixed lighting.
  - ii. ~~No oscillating, flashing, rotating, flickering, or blinking lights shall be permitted.~~
  - iii. All electronic message boards/digital marquee signs shall adjust or shall be adjusted in correlation with ambient light conditions.
  - iv. ~~The sign owner shall provide written certification at installation and annually that the sign meets the following light level standards as measured in nits:~~
    1. ~~Maximum daytime level at five thousand (5,000) nits or seven thousand five hundred (7,500) nits if the sign is equipped with an automatic dimmer.~~
    2. ~~Maximum nighttime level at five hundred (500) nits.~~
  - v. Upon notification that the city has received a complaint, the sign owner shall provide written certification that the light level standards in section [x-x-xxx] are being met.
  - vi. Electronic message boards/digital marquee signs may contain non-animated images with changes alternating on not less than an eight (8) second interval.
  - vii. Changeable copy signs shall not be installed parallel to a right-of-way except in the case of a corner lot when the sign may be parallel to the secondary street/road.
- c. Changeable copy and electronic message/digital marquee signs may be used as wall signs subject to the requirements of section [x-x-xx].  
(A.C. Ord. August 13 ver. §11-14.6)
- d. Changeable copy or message area shall be no more than 25% of the total sign area or twenty-five (25) square feet, whichever is less.
4. Measurement standards
- a. Determining sign height
    - i. The height of a freestanding sign shall be measure from the base of the sign or supportive structure at its point of attachment to the ground, to the highest point of the sign. A freestanding sign on a man-made base, including a graded earth mound, shall be measured from the grade of the nearest pavement or top of any pavement curb.
    - ii. Clearance for freestanding and projecting signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other embellishments.  
(A Framework for On-Premise Sign Regulations §101.02)
  - b. Determining sign area
    - i. The surface area of a sign shall be computed as including the entire area within a regular, geometric form or combinations of regular, geometric forms comprising all of the display area of the sign and including all of the elements of the matter displayed. Frames and structural members not being advertising matter shall not be included in computation of surface area. (City of Bonners Ferry §11-14-4)
    - ii. When two identical sign faces are placed back to back so that both faces cannot be viewed from any point at the same time, and are part of the same sign structure, the sign area shall be computed as the

**Commented [I14]:** Moved to Prohibited section 11-14-202

measurement of one of the two faces. (Modified form: A Framework for On-Premise Sign Regulations §101.01.4)

5. **Off-Premise Freestanding Signs**

- a. ~~Maximum number of signs~~ Each business shall be permitted two (2) off premises signs. (Modified form current Bonners Ferry §11-14-6.D)
- b. ~~Maximum sign area~~ Sign area shall not exceed one hundred fifty (150) square feet at a single location. No single off premises sign shall exceed seventy five (75) square feet. (Modified form current Bonners Ferry §11-14-6.D)
- c. ~~Maximum sign height~~ Off premises signs shall conform to all applicable yard and height regulations for the appropriate zoning district. (Current Bonners Ferry §11-14-6.D)
- d. ~~Minimum spacing between signs~~ Off premises signs shall maintain

**Commented [I15]:** Brought in from Downtown District Standards to be a standard applicable to all zoning districts.

**11-14-202: PROHIBITED SIGNS**

1. Signs which obstruct or interfere with traffic: Signs located in such a manner as to obstruct or otherwise interfere with an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic. (City of Kootenai Ord. 201 §20-6)
2. Signs which simulate traffic control devices
3. ~~Flashing signs~~ No oscillating, flashing, rotating, flickering, or blinking lights shall be permitted. (A.C. Ord. August 13 ver. §11-14.6)
4. Signs on public property, unless authorized by the city and specifically permitted within this title, ~~it meets the definition of a government sign.~~

**11-14-300: SIGN STANDARDS BY ZONE**

**A. RESIDENTIAL DISTRICT**

1. ~~Number of signs~~
2. ~~Personal nameplates~~
  - a. ~~Maximum sign area~~
3. Residential neighborhood and public building identification signs.
  - a. ~~Maximum sign area~~ Sign area shall not exceed twelve (12) square feet without a special use permit.
  - b. ~~Maximum sign height~~ Signs shall be no more than six (6) feet in height.
4. Church, school, public buildings
5. ~~Setbacks~~ Sign setback from all property lines shall be 1.5 times the height of the sign.

**Commented [I16]:** Standards for discussion

**B. COMMERCIAL AND INDUSTRIAL DISTRICTS**

1. Wall signs – Each business shall be permitted flat or wall on premises signs. (Bonners Ferry current Ord. §11-14-6.A)
  - a. ~~Maximum sign area~~
  - b. ~~Maximum number of signs~~
  - c. ~~Minimum spacing between signs~~
2. On-premise freestanding signs
  - a. ~~Maximum number of signs~~ Each building shall be permitted up to one freestanding on premises sign for each one hundred fifty (150) linear feet of public street frontage or thirty thousand (30,000) square feet of lot area, up to

**Commented [I17]:** Standards for discussion

**Commented [I18]:** Could depend upon linear feet of public street frontage, allow a certain number per business, etc.

a maximum of three (3) freestanding signs per lot. *(Modified form current Bonners Ferry §11-14-6.B)*

- b. ~~Maximum sign area~~ Maximum total sign area shall be three hundred (300) square feet with no single sign exceeding one hundred (100) square feet in area as defined by §11—14-201.4b. *(Modified form current Bonners Ferry §11-14-6.B)*
  - c. ~~Maximum sign height~~ Signs shall not exceed thirty (30) feet in height as defined in §11-14-201.4a. *(Modified form current Bonners Ferry §11-14-6.B)*
  - d. ~~Sign setback from all property lines shall be ten (10) feet or equal to the height of the sign, whichever is less.~~
3. ~~Off premise freestanding signs~~
    - a. ~~Maximum number of signs~~
    - b. ~~Maximum sign area~~
    - c. ~~Maximum sign height~~
    - d. ~~Minimum spacing between signs~~
  4. ~~Rooftop signs~~
    - a. ~~Maximum number~~
    - b. ~~Maximum sign projection~~
    - c. ~~Maximum sign area~~
    - d. ~~Maximum sign height~~
  5. ~~Projecting sign — to include blade signs, canopy signs, marquee signs, or any other sign that projects away from the building but is not freestanding~~
    - a. ~~Maximum sign area~~
    - b. ~~Maximum projection from wall~~
    - c. ~~Minimum spacing between signs~~
  6. ~~Setbacks~~

**Commented [I19]:** Created new section for off-premise signs in general standards 11-14-201.5

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## C. DOWNTOWN DISTRICT

1. On-premise freestanding signs and roof mounted signs
  - a. ~~Maximum number of signs~~ Two (2) freestanding or roof mounted signs are permitted per business
  - b. ~~Maximum sign area~~ Total area of freestanding and roof mounted signs shall not exceed one-hundred (100) square feet.
  - c. ~~Maximum sign height~~ Signs shall not exceed thirty (30) feet in height
2. ~~Off premise freestanding signs~~
  - a. ~~Maximum number of signs~~
  - b. ~~Maximum sign area~~
  - c. ~~Maximum sign height~~
  - d. ~~Minimum spacing between signs~~
3. ~~Rooftop signs~~
  - a. ~~Maximum number~~
  - b. ~~Maximum sign projection~~
  - c. ~~Maximum sign area~~
  - d. ~~Maximum sign height~~
4. Projecting sign – to include blade signs, canopy signs, marquee signs, or any other sign that projects away from the building but is not freestanding
  - a. ~~Maximum sign area~~ No sign shall exceed twelve (12) square feet per sign face. *(Modified form A.C. Ord. August 13 ver. §11-14.12.H.)*
  - b. ~~Maximum projection from wall~~
  - c. ~~Minimum spacing between signs~~

**Commented [I21]:** Standards for discussion

**Commented [I22]:** Moved to new section for off-premise signs in general standards 11-14-201.5

**Commented [I23]:** See handout



- d. Minimum clearance from sidewalk-The sign shall allow a nine-foot clearance to the walking surface. *(Modified form A.C. Ord. August 13 ver. §11-14.12.1.H.2)*
- e. No sign shall be closer than two (2) feet, measured in horizontal distance, to the curb line of any street. *(Modified form A.C. Ord. August 13 ver. §11-14.12.1.H.1)*
- f. Only one (1) sign shall be allowed per establishment. *(Modified form A.C. Ord. August 13 ver. §11-14.12.1.H.4)*
- g. Projecting signs shall be constructed entirely of metal or other noncombustible material and securely attached to a building or structure by metal supports such as bolts, anchors, supports, chains, guys or steel rods. Staples or nails shall not be used to secure any projecting sign to any building or structure. The dead load of projecting signs not parallel to the building or structure and the load due to wind pressure shall be supported with chains, guys or steel rods having net cross-sectional dimension of not less than three-eighths-inch (9.5mm) diameter. Such supports shall be erected or maintained at an angle of at least forty-five (45) percent (0.78 rad) with the horizontal to resist the dead load and at angle of forty-five (45) percent (0.78 rad) or more with the face of the sign to resist the specified wind pressure. Supports shall be secured to a bolt or expansion screw that will develop the strength of the supporting chains, guys or steel rods, with a minimum five-eighths-inch (15.9 mm) bolt or lag screw, by an expansion shield. Turn buckles shall be placed in chains, guys or steel rods. *(A.C. Ord. August 13 ver. §11-14.12.1.H.5)*

5. Wall signs

- a. Maximum sign area
- b. Maximum number of signs
- c. Minimum space between signs

6. Over the road banners

- 7. Setbacks There shall be no minimum setbacks for signs in the Downtown Zoning District.

**Commented [I24]:** Is it worth regulating?

## D. MEDICAL DISTRICT

**Commented [I25]:** Does this zone need its own standards?  
David Sims to look into

### 11-14-6: NON-CONFORMING SIGNS:

- A. Ex. 1. No such nonconforming sign may be enlarged or altered, in a way which increases its nonconformity, but any sign may be altered to bring it into conformity. *(City of McCall 3.9.06.A.1)*
- B. Except for ordinary maintenance, copy changes, or repair not involving structural, material, or electrical changes, no billboard/off-premises or freestanding on-premises sign, or part thereof, shall be erected, altered, constructed, changed, converted re-erected, additionally illuminated, enlarged, or moved unless the entire billboard/off-premises or freestanding on-premises sign and structure are brought into conformity with this Ordinance, unless such sign was damaged or partially destroyed by man-caused or natural act such as fire, accident, explosion, flood, lightning, wind or other calamity. In such cases, the sign may stay at its current location provided the structural integrity of the support structure

**Commented [I26]:** Standards for discussion

**Commented [I27]:** Lisa favors this one

has not been compromised as determined by the building inspector and/or engineer and the square footage and height requirements of the Ordinance are adhered to. (A.C. Ord. August 13 ver. §11-14.7.4)

**C. Ex. 2.** Any nonconforming signs in [commercial and industrial districts] may remain with normal maintenance. An existing nonconforming sign shall be maintained in good structural condition or shall be removed or replaced with the same size or smaller sign. *(City of Mountain Home 9-11-10)*

**D. Ex. 3.** The legal nonconforming sign is subject to all requirements of this chapter regarding safety, maintenance, and repair. If, however, the sign suffers damage or deterioration in excess of fifty percent (50%) of its replacement value, it must be brought into compliance with this chapter. *(City of Kootenai Ord. 201 §20-7-G-3)*

1. Signs that were lawful at the time of their construction but are not in conformance with current requirements may be maintained as nonconforming signs.
2. Signs that were not lawful at the time of their construction shall be removed or shall be made conforming. This includes, but is not limited to, signs which did not receive a permit under the requirement reference in this Ordinance.
3. Nonconforming obsolete signs must be removed. Both the owner of the property on which the sign is located and the owner of the sign, if different, are separately responsible for the removal.
4. Except for ordinary maintenance, copy changes, or repair not involving structural, material, or electrical changes, no billboard/off-premises or freestanding on-premises sign, or part thereof, shall be erected, altered, constructed, changed, converted re-erected, additionally illuminated, enlarged, or moved unless the entire billboard/off-premises or freestanding on-premises sign and structure are brought into conformity with this Ordinance, unless such sign was damaged or partially destroyed by man caused or natural act such as fire, accident, explosion, flood, lightning, wind or other calamity. In such cases, the sign may stay at its current location provided the structural integrity of the support structure has not been compromised as determined by the building inspector and/or engineer and the square footage and height requirements of the Ordinance are adhered to.
5. Exception: If the owner of a billboard/off-premises sign desires to upgrade a nonconforming sign by installing a hurricane frame to replace an existing framing system it shall be allowed subject to obtaining required permits and provided the informational/sign face area is not increased in size or height.  
(§11-14.7 A.C. Ord. August 13 Ver.)

#### **11-14-7: ADMINISTRATION:**

- A. Permit Required: A permit shall be required for all signs, except those expressly authorized without a permit. Exemption from permit shall not, however, exempt the

**Commented [I28]:** Purposely incomplete – to be finished at a later date

owner of the sign from responsibility for its erection and maintenance in a safe manner, and in a manner in accordance with all other provisions of this chapter. (*City of Kootenai Ord. 201 §20-9-A*)

- B. Alteration, Enlargement, Or Relocation Of Signs: No sign shall be structurally altered, enlarged, or relocated except in conformity to the provisions herein, and only upon applying for and securing a permit, unless expressly authorized without a permit.
- C. Fees: generally set by city council and payable at time of application
- D. Sign application will include: consent of property owner (Kootenai requires a signed letter if applicant is not property owner,) location and dimension of all existing and proposed signs on lot; graphic depictions of proposed sign including design and dimensions.
- E. Standards for Sign Permit Approval: Permit application shall be approved by the city if all of the following standards have been met:
  - 1. The sign, as proposed, meets all applicable requirements of this chapter;
  - 2. The sign, as proposed, meets all applicable requirements of the city's adopted building and applicable electrical codes;
  - 3. The sign, as proposed, does not violate any other applicable chapters or standards of the city, state and federal government.(*Modified form: City of Kootenai Ord. 201 §20-9-A*)
- F. Whenever a sign becomes structurally unsafe or endangers the safety of the public or a building, the City Administrator shall order that such sign be made safe or be removed. Following receipt of said order, the person, firm, or corporation owning or leasing the sign shall be allowed a period of thirty (30) days to comply. (A.C. Ord. August 13 ver. §11-14-4.4)
- G. Appeals – (TBD)